

# 2001 Government Learning Technology Symposium

July 16–17, 2001 • Baltimore, Maryland

The Government Learning Technology Symposium (GLTS) is a forum for learning technology developers and users to share their experiences, products, and resources across government organizations. GLTS is the only conference for government managers and technologists specifically focused on the latest advances in learning technology. This year's Symposium will be sponsored by the Advanced Distributed Learning (ADL) Co-Laboratory as a part of the Joint Employment and Training Technology Conference (JETT\*CON2001). JETT\*CON2001 is the only event that puts public workforce professionals in touch with Federal policy information, exemplary programs, systems and solutions to successfully create a nationwide, technology-based workforce system.

The Fifth Government Learning Technology Symposium is a one and one-half-day event for **Federal, State, and Local government** employees. The Symposium will take place in Baltimore, Maryland on July 16-17, 2001 at the Baltimore Convention Center. Approximately 350 participants are expected to attend.

Sponsors of 2001 Symposium are the ADL Co-Laboratory partners, the U. S. Department of Labor's Federal Learning eXchange (USDOL/FLX), the National Guard Bureau (NGB) and the Department of Defense; Department of Energy, General Services Administration, Environmental Protection Agency, and Occupational Safety and Health Administration. Past sponsors have included: Centers for Disease Control and Prevention, Defense Finance and Accounting Service, Department of

## Call For Presentations

**Deadline for  
Submissions:  
March 30, 2001**

Agriculture, Department of The Treasury, Department of Veterans Affairs, Federal Aviation Administration, Federal Government Distance Learning Association, Graduate School, USDA, Human Resource Development Council, National Environmental Training Institute, National Partnership for Reinventing Government, Office of Science And Technology Policy, United States Air Force, and United States Courts.

The GLTS provides a learning and networking opportunity for government employees to share experiences and ideas in technology-based learning. Attendees and presenters will be able to network and explore cooperative opportunities. This will be an opportunity to inform other agencies of the products and services you are providing your clients. **This Symposium is for Federal, State and Local government employees only**; however, contractors may assist or co-present an agency's work. The participants will be government employees who are active in planning, designing, purchasing, developing, implementing, and/or evaluating learning programs.

You are invited to submit a proposal for the Fifth Government Learning Technology Symposium. Presentations are being sought that demonstrate how technology has been applied to learning in your organization and the important *lessons learned* in the design, development and implementation process. Proposals may be submitted in two categories: a 90-Minute Workshop or a 40-Minute Presentation. Areas of particular interest to this year's forum are: virtual universities, partnerships, lessons learned and hands-on demonstrations. Please submit your proposal following the instructions provided.

**Proposal Submissions are due by  
March 30, 2001.**

## WORKSHOP/PRESENTATION INSTRUCTIONS

GLTS Workshops and Presentations will take place on Tuesday, July 17, 2001 between 8:30 am and 5:00 pm at the Baltimore Convention Center. Sessions will be of 2 (two) types: a **90-Minute Workshop** or a **40-Minute Presentation**. All sessions should be designed to include lecture and demonstrations, audience participation and question and answer periods. The 90-minute workshops should use instructional strategies that encourage audience interaction, such as, exercises, case studies, and roundtables. You and a colleague may combine your presentations to fill a 90-minute block. Workshops or Presentations may be repeated once if time permits. Presenters will be informed in the confirmation package if they are to repeat their presentation.

## Workshop/Presentation Theme Tracks:

Proposals are requested in one or more of the following 5 tracks:

### 1. PARTNERING FOR E-LEARNING:

#### BUILDING RELATIONSHIPS

Focus on e-learning partnership and networking opportunities.

### 2. VIRTUAL UNIVERSITIES

Focus on experiences (lessons learned) of existing or planned e-learning universities, e.g. GSA, Fast Track.

### 3. INNOVATIONS IN E-LEARNING TECHNOLOGY

Focus on what's new and agencies' experiences in developing (how to) and using e-learning technology.

### 4. ENHANCING E-LEARNING OPPORTUNITIES AND EFFECTIVENESS

Focus on identifying and sharing information about new resources and the barriers and successes of existing e-learning technologies and strategies.

### 5. E-LEARNING COMMUNITIES

Focus on groups organizing around lifelong learning and competencies, e.g. CFO Council, CIO Council.

*Challenge participants to get involved in lifelong learning;*

*Include a discussion of successes, challenges, failures and lessons learned.*

- Each presentation will have a government "Lead Presenter" who will be responsible for coordinating with the Symposium Planning Team. No direct compensation will be awarded to GLTS presenters. Speaker Registration Forms will be included in the Confirmation Package.
- Proposals should include a completed Workshop/Presentation Proposal Form (included), a one page (100-125 words) description of the proposed session, and speaker biographies of 75 words or less.
- Professional reporters will audiotape each session and make tapes available for purchase. **Some sessions may be web-cast.**
- Presenters are welcome to provide participant materials for distribution during the session. One copy must be provided to symposium coordinators at least two weeks prior to the event.
- The number of presenters for 90-Minute Workshops should not exceed 4 persons. Speakers for 40-Minute Presentations should not exceed 2 persons.

## Review and Selection Process

**Panel Review:** A review panel will evaluate each proposal based on the following:

- Responsiveness to the general emphasis of the GLT Symposium.
- Appropriateness of content for audience and Symposium focus.
- Compliance with Workshop/Presentation Instructions.
- Prior presentation experience.
- Availability of time and space.

**Confirmation:** The contact person identified for the Workshop/Presentations selected will be notified and issued a confirmation package by **May 18, 2001**.

## Checklist of Items You Need to Submit in Your Proposal:

- Completed Workshop/Presentation Proposal Form
- Description of Workshop in 100-125 words including:  
*Description of instructional methods and learning activities;*  
*Workshop objectives in bulleted format (2-4 objectives) including knowledge, skills or tools the participant may gain from the session*
- Biography of all presenters for use in symposium materials (under 75 words).

## Submitting Your Proposal:

Proposals must be received by or before **March 30, 2001**. Please submit your proposal electronically to:

**[www.flx.gov/glts](http://www.flx.gov/glts)**

**OR**

Mail 5 hard copies of your proposal by or before March 30, 2001 to:

**Etta Williams  
ADL Co-Laboratory  
Federal Learning eXchange  
1901 N. Beauregard Street  
Suite 600  
Alexandria, VA 22311**

If you have any questions, please contact George Koch or Etta Williams at 703-575-4357 or 703-575-4378 respectively.

## The following information applies to all Workshops/Presentations proposals:

- Proposals should be submitted in accordance with the format included in this "Call". Workshops/Presentations should:  
*Emphasize practical applications of technology or program designs that attendees can readily understand and utilize at their level of government;*  
*Demonstrate "cutting edge" technologies and uses of learning technologies;*

*Please complete a copy of the attached form "Workshop/Presentation Proposal Form, 2001 Government Learning Technology Symposium." An individual copy of the form must be submitted for each workshop proposal. Proposals must be received by or before March 30, 2001.*

# 2001 Government Learning Technology Symposium

## Workshop/Presentation Proposal Form

*A completed copy of this form must be submitted for each workshop proposal. Proposals must be received on or before March 30, 2001.*

**SESSION TYPE:** ☐ 90-minute workshop (hands on/interactive workshop)  
☐ 40-minute presentation

**LEVEL OF PRESENTATION:** ☐ Basic ☐ Intermediate ☐ Advanced

**PROPOSED SESSION TITLE:** \_\_\_\_\_

*(GLTS reserves the right to combine, repeat or modify workshops/presentations and proposed titles or descriptions for maximum impact and consistency in style.)*

**WORKSHOP DESCRIPTION:** Please attach a one-page description of your proposed workshop/presentation. Include the objectives, method of delivery, e.g. Lecture, Roundtables, PowerPoint, etc. or combination and description of content. *Please feel free to enclose one copy of any supporting materials that may be useful in evaluating your entry.*

**Desired room set:** ☐ Roundtables ☐ Theater ☐ Classroom

**Audiovisual equipment needed:** \_\_\_\_\_

**Internet connectivity needed:** \_\_\_\_\_

**Presenters must bring their presentation software and demonstrations loaded on their own computers.**

**WORKSHOP CONTACT.** Please indicate who will serve as the primary contact for the workshop. This person will be responsible for notifying all of the speakers and coordinating content and requirements between the speakers.

Name \_\_\_\_\_ Email \_\_\_\_\_

Title \_\_\_\_\_ Department/Organization \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Office Phone \_\_\_\_\_ Pager/Cell Phone \_\_\_\_\_ Fax \_\_\_\_\_

**SPEAKER INFORMATION.** Please identify all session speakers as requested below.

Speaker	Organization	Telephone	Email
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

**CONFERENCE EXPERIENCE.** Provide names and dates of other conferences where you have spoken.

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

**SPEAKER BIOGRAPHY:** Please provide a 75 words or less biography of speaker(s) on separate page(s).